



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
FINANCE COMMITTEE MEETING AGENDA
DEFILIPPO, CHAIR; DALY AND ROGERS
THURSDAY, AUGUST 9, 2018
7:50 PM

- I. Recommendation to approve the tentative operating and non-operating budgets for fiscal year 2018/2019
- II. Recommendation to support the Country Club Hills TIF District extension
- III. Recommendation to accept the bids of Precise Printing in the amount of \$60,804.00 for the printing of College publications, utilizing a mail drop option
- IV. Recommendation to approve the emergency expenditure in the amount of \$174,107.05 for the repair to the emergency generator.



BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
15800 S. STATE STREET, SOUTH HOLLAND, ILLINOIS
BOARD ROOM (ROOM 2248)
REGULAR BOARD MEETING AGENDA
THURSDAY, AUGUST 9, 2018
8:00 PM

- I. CALL TO ORDER/ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC PARTICIPATION
- IV. PRESENTATIONS/REPORTS
- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - A. Finance Committee meeting held July 12, 2018
 - B. Regular Board of Trustees meeting held July 12, 2018
 - C. Special Board of Trustees meeting held July 28, 2018
 - D. Special Board of Trustees meeting held July 29, 2018
 - E. Closed Session meeting held July 28, 2018
- VI. NEW BUSINESS
 - A. Monthly Financial Report (T. Pollert)
 - B. Approval of the payment of bills for August 2018 (T. Pollert)
 - C. Approval of the tentative operating and non-operating budgets for fiscal year 2018/2019 (A. DeFilippo)
 - D. Approval to support the Country Club Hills TIF District extension (A. DeFilippo)
 - E. Approval to accept the bids of Precise Printing in the amount of \$60,804.00 for the printing of College publications, utilizing a mail drop option (A. DeFilippo)
 - F. Approval the emergency expenditure in the amount of \$174,107.05 for the repair to the emergency generator (A. DeFilippo)
- VII. PERSONNEL RECOMMENDATIONS
 - A. Retirements/Resignations/Terminations
 - B. Appointments
- VIII. CLOSED SESSION

The Board to consider meeting in Closed Session for the discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation.
- IX. MISCELLANEOUS
- X. ADJOURNMENT

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

16333 S. KILBOURN AVENUE, OAK FOREST, ILLINOIS

MINUTES OF THE FINANCE COMMITTEE

THURSDAY, JULY 12, 2018

Trustee Anthony DeFilippo called the Finance Committee meeting to order at 8:13 p.m.

Committee members present: Trustees John Daly, Anthony DeFilippo and Janet Rogers

Committee members absent: None

Other Board members in attendance: Trustees Vivian Payne, Terry Wells, Joseph Whittington, and Student Trustee Ronnell Tatum. Chairman Frank M. Zuccarelli arrived at 8:14 p.m.

Other Board members absent: None

Administration present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services, Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Sarie Winner

Agenda:

I. Recommendation to accept the bids of Expert Chemical, \$290.00; HP Products, \$1,881.00; Industrial Soap, \$456.83; Interboro Packaging, \$4,176.00; Supply Works a Home Depot Company, \$4,500.00; Unipak, \$1,640.00; and Valdes, \$12,840.00 for the purchase of custodial paper products and supplies at the regular Board meeting.

Trustee DeFilippo recommended the Board accept the bids of Expert Chemical, \$290.00; HP Products, \$1,881.00; Industrial Soap, \$456.83; Interboro Packaging, \$4,176.00; Supply Works a Home Depot Company, \$4,500.00; Unipak, \$1,640.00; and Valdes, \$12,840.00 for the purchase of custodial paper products and supplies at the regular Board of Trustees meeting.

The meeting adjourned at 8:15 p.m.

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE
16333 S. KILBOURN AVENUE, OAK FOREST, ILLINOIS
REGULAR BOARD MEETING MINUTES
THURSDAY, JULY 12, 2018

I. CALL TO ORDER & ROLL CALL:

At 8:28 p.m., Chairman Frank M. Zuccarelli called the regular meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 to order. The meeting was held in the Board Room of the Oak Forest Campus.

Present: Trustees John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, Frank M. Zuccarelli, and Student Trustee Ronnell Tatum

Absent: None

Also present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Sarie Winner

II. PLEDGE OF ALLEGIANCE

Chairman Frank M. Zuccarelli led the Pledge of Allegiance.

III. PUBLIC PARTICIPATION:

There was none.

IV. REPORTS/PRESENTATIONS

There were none.

V. PREVIOUS MEETING MINUTES

A. Finance Committee meeting held June 14, 2018

Trustee Rogers moved and Trustee Whittington seconded to approve the minutes of the Finance Committee meeting held June 14, 2018. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustees Anthony DeFilippo and Terry Wells passed. Student Trustee Ronnell Tatum voted aye. Motion carried.

B. Regular Board of Trustees meeting held June 14, 2018

Trustee Payne moved and Trustee Rogers seconded to approve the minutes of the regular Board meeting held June 14, 2018. On roll call, John Daly, Vivian Payne, Janet Rogers, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustees Anthony DeFilippo and Terry Wells passed. Student Trustee Ronnell Tatum voted aye. Motion carried.

VI. NEW BUSINESS

A. Monthly Financial Report

Student Trustee Tatum moved and Trustee DeFilippo seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

B. Bills Payable for July, 2018

Trustee Whittington moved and Student Trustee Tatum seconded to authorize the Treasurer to pay the list of bills payable for July, 2018 in the amount of \$3,851,177.35. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

C. Approval to accept the bids of Expert Chemical, \$290.00; HP Products, \$1,881.00; Industrial Soap, \$456.83; Interboro Packaging, \$4,176.00; Supply Works a Home Depot Company, \$4,500.00; Unipak, \$1,640.00; and Valdes, \$12,840.00 for the purchase of custodial paper products and supplies.

Trustee DeFilippo moved and Trustee Rogers seconded to accept the bids of Expert Chemical, \$290.00; HP Products, \$1,881.00; Industrial Soap, \$456.83; Interboro Packaging, \$4,176.00; Supply Works a Home Depot Company, \$4,500.00; Unipak, \$1,640.00; and Valdes, \$12,840.00 for the purchase of custodial paper products and supplies. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

D. Approval to release closed session minutes and dispose of closed session audio tapes in accordance with the Illinois Open Meetings Act. The written minutes of April 12, 2018 and December 14, 2017 are authorized to be released. The audio recordings of January 12, 2017 and September 8, 2016 are authorized to be destroyed.

Trustee Wells moved and Student Trustee Tatum seconded to release the written minutes of April 12, 2018 and December 14, 2017. The audio recordings of January 12, 2017 and September 8, 2016 are authorized to be destroyed. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

VII. PERSONNEL RECOMMENDATIONS

A. Retirements/Resignations/Terminations

There were none.

B. Appointments

Trustee Daly moved and Student Trustee Tatum seconded to approve the following appointments:

1. Appointment Dr. Tasha Williams as Vice President of Academic Services, effective August 13, 2018, pending successful completion of a criminal background investigation.
2. Appointment of Donna Bradford as a grant-funded Client Solutions Support Specialist in the Business & Career Institute, effective July 16, 2018.
3. Appointment of Erik Richards as Campus Store Clerk II in the Campus Bookstore, effective July 16, 2018, pending successful completion of a criminal background investigation.
4. Approve the appointment of Naketa Young as a full-time Psychology Instructor effective August 16, 2018, pending successful completion of a criminal background investigation.

On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

C. Memorandum of Understanding (additional extra overload)

Trustee Daly moved and Trustee Rogers seconded to approve the Memorandum of Understanding between the South Suburban College Faculty Association (a chapter of Local 1600 AFT) and Community College District No. 510 for the fall semester of 2018. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

D. Institutional Reorganization Plan

Trustee Whittington moved and Trustee Daly seconded to approve the proposed institutional reorganization plan. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

VIII. Closed Session:

There was none.

ADJOURNMENT

The regular Board of Trustees meeting adjourned at 8:52 p.m. on a motion made by Trustee Payne and seconded by Student Trustee Tatum. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Ronnell Tatum voted aye. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman of the Board

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

SPECIAL MEETING OF THE BOARD OF TRUSTEES

RENAISSANCE CHICAGO DOWNTOWN HOTEL

1 W. WACKER DRIVE

CHICAGO, ILLINOIS

SATURDAY, JULY 28, 2018

11:00 PM

I. CALL TO ORDER & ROLL CALL:

At 11:25 a.m., Secretary to the Board Martin Lareau called the Special Meeting of the Board of Trustees to order.

Trustee Terry Wells was nominated Chairman Pro Tempore on a motion made by Trustee Whittington and seconded by Trustee Payne. On roll call, Vivian Payne, Janet Rogers, Terry Wells and Joseph Whittington vote aye. Nays: none. Motion carried.

Frank. M. Zuccarelli arrived at 11:48 p.m. and resumed his position as Chairman of the Board. No vote was taken.

Present: Trustees Vivian Payne, Janet Rogers, Terry Wells, and Joseph Whittington. John Daly arrived at 12:03 p.m., Anthony DeFilippo arrived at 12:09 p.m., and Frank M. Zuccarelli arrived at 11:48 a.m.

Absent: Student Trustee Ronnell Tatum

Also present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; Ron Kawanna, Associate Vice President of Accreditation and Institutional Effectiveness; John McCormack, Executive Director of Information Technology; Stanley Kusper, College Attorney; Michael Monaghan, Executive Director, Illinois Community College Trustees Association.

II. PUBLIC PARTICIPATION:

There was none.

III. PRESENTATIONS/REPORTS

A. Idea Exchange

All retreat participants engaged in an informal exchange of ideas. No vote was taken.

B. Welcome and Introductions

President Manning welcomed retreat participants. No vote was taken.

C. Overview of Retreat Activities

Dr. Kawanna provided retreat participants with an overview of retreat activities. No vote was taken.

D. HLC Reaccreditation Site Visit Update

Dr. Kawanna provided the Board of Trustees with an update on the HLC reaccreditation site visit. No vote was taken.

E. Idea Exchange

All retreat participants engaged in an informal exchange of ideas. No vote was taken.

F. Board Policy & Procedure Update/Illinois Statutory Update

College Attorney Stanley Kusper provided the Board of Trustees with a Board Policy & Procedure Update, and an Illinois Statutory Update. No vote was taken.

G. Board Self-Evaluation Discussion

The Board of Trustees engaged in a self-evaluation exercise with Michael Monaghan, Executive Director of the Illinois Community College Trustees Association. No vote was taken.

IV. CLOSED SESSION:

At 3:38 p.m., the Board of Trustees entered into Closed Session for the Discussion of the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable or imminent litigation on a motion made by Trustees Payne, and seconded by Trustee Whittington. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Motion carried.

At 4:00 p.m., the Board of Trustees resumed open session on a motion made by Trustee Daly and seconded by Trustee Wells. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Motion carried.

V. ADJOURNMENT:

At 4:01 p.m., the Special Board of Trustees meeting adjourned on a motion made by Trustee Wells and seconded by Trustee Whittington. On roll call, John Daly, Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman of the Board

BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE

SPECIAL MEETING OF THE BOARD OF TRUSTEES

RENAISSANCE CHICAGO DOWNTOWN HOTEL

1 W. WACKER DRIVE

CHICAGO, ILLINOIS

SUNDAY, JULY 29, 2018

11:00 PM

I. CALL TO ORDER & ROLL CALL:

At 11:04 a.m., Secretary to the Board Martin Lareau called the Special Meeting of the Board of Trustees to order.

Trustee Anthony DeFilippo was nominated Chairman Pro Tempore on a motion made by Trustee Whittington and seconded by Trustee Payne. On roll call, Anthony DeFilippo, Vivian Payne, Terry Wells and Joseph Whittington vote aye. Nays: none. Motion carried.

Frank. M. Zuccarelli arrived at 12:25 p.m. and resumed his position as Chairman of the Board. No vote was taken.

Present: Trustees Anthony DeFilippo, Vivian Payne, Terry Wells, and Joseph Whittington. Trustee Janet Rogers arrived at 11:13 a.m., and Frank M. Zuccarelli arrived at 12:25 p.m.

Absent: Trustee John Daly and Student Trustee Ronnell Tatum

Also present: Donald Manning, President; Lynette Stokes, Vice President of Academic Services; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; Ron Kawanna, Associate Vice President of Accreditation and Institutional Effectiveness; John McCormack, Executive Director of Information Technology; Stanley Kusper, College Attorney; Michael Monaghan, Executive Director, Illinois Community College Trustees Association; and Lloyd Betourney, Public Response Group

II. PUBLIC PARTICIPATION:

There was none.

III. PRESENTATIONS/REPORTS

A. Idea Exchange

All retreat participants engaged in an informal exchange of ideas. No vote was taken.

B. Advertising/Communications

Lloyd Betourney with Public Response Group provided advertising, communications, and media training to the Board of Trustees. No vote was taken.

C. HLC Peer Reviewers Question Session & Discussion

Dr. Kawanna led the Board in an HLC Peer Reviewer question session & discussion. No vote was taken.

IV. CLOSED SESSION:

There was none.

V. ADJOURNMENT:

At 1:05 p.m., the Special Board of Trustees meeting adjourned on a motion made by Trustee Wells and seconded by Trustee Rogers. On roll call Anthony DeFilippo, Vivian Payne, Janet Rogers, Terry Wells, Joseph Whittington, and Frank M. Zuccarelli voted aye. Motion carried.

Janet Rogers, Secretary of the Board

Frank M. Zuccarelli, Chairman of the Board



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST Agenda Item FY19-VI.A

For Board Information in August, 2018.

For Board Action in August, 2018.

Board Committee:

- Policy
- Finance
- Architectural
- Other

Funding:

- College Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

[Empty box for Proposal Summary]

ESTIMATED COST OR BENEFIT

[Empty box for Estimated Cost or Benefit]

JUSTIFICATION OF ACTION

Please refer to the attached Investment Report and Financial Summary enclosed in your Board packet for the period ending June 30, 2018. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move to accept the Financial Report as presented.

- *Are funds available in the budget? _____
- *Is this related to any previous Board action? _____
- *Specify above if matching funds are required.
- *Is this part of a large project requiring additional funds? (Explain) _____
- *Attach supplemental information as necessary

Approvals

Jim Pollut 8/2/18
Controller/Treasurer

Mark Serean 8/2/18
Vice-President

Don Manning 8/2/18
President

SOUTH SUBURBAN COLLEGE
 South Holland, Illinois

To: Board of Trustees
 From: Tim Pollert
 Date: July 30, 2018
 Subject: Financial Report For The Period Ending June 30, 2018

Following is a Financial Summary Sheet and a set of Investment Reports for the above mentioned period. The first page is a Consolidated Statement of Revenues, Expenditures and Fund Balances for all funds. In the Operating Funds, a combination of the Educational and the Operations and Maintenance Funds, the following occurred:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,535,264.41	\$29,095,448.74
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$1,679,052.85	\$30,634,248.85

Activity for the month and year to date totals in all funds are as follows:

<u>Monthly Revenue</u>	<u>Year to Date Revenue</u>
\$1,926,522.62	\$47,283,665.17
<u>Monthly Expenditures</u>	<u>Year to Date Expenditures</u>
\$2,378,593.37	\$49,110,861.77
<u>Net Monthly Position</u>	<u>Year to Date Net Position</u>
(\$452,070.75)	(\$1,827,196.60)

On page eight of the Investment Report you will see our investments for the period:

<u>Total Investments</u>	<u>Average Rate of Return</u>	<u>Basis Point Change from Last Month</u>
\$11,919,424.51	2.26%	13

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenue Educational	Revenue O&M	Monthly Total
July	\$3,160,162.14	\$55,123.01	\$3,215,285.15
August	\$2,315,853.48	\$45,859.15	\$2,361,712.63
September	\$2,638,531.62	\$899,522.81	\$3,538,054.43
October	\$1,632,158.52	\$360,582.15	\$1,992,740.67
November	\$1,936,852.48	\$62,786.96	\$1,999,639.44
December	\$1,501,620.28	\$401,582.50	\$1,903,202.78
January	\$2,352,872.25	\$351,552.85	\$2,704,425.10
February	\$2,873,658.67	\$270,245.93	\$3,143,904.60
March	\$2,134,534.64	\$91,238.31	\$2,225,772.95
April	\$1,356,067.86	\$389,924.05	\$1,745,991.91
May	\$2,523,969.42	\$205,485.25	\$2,729,454.67
June	\$807,092.97	\$728,171.44	\$1,535,264.41
YTD	\$25,233,374.33	\$3,862,074.41	\$29,095,448.74

	Expenditures Educational	Expenditures O&M	Monthly Total
July	\$2,729,720.02	\$286,831.50	\$3,016,551.52
August	\$2,211,546.62	\$313,050.44	\$2,524,597.06
September	\$3,106,952.27	\$450,541.43	\$3,557,493.70
October	\$1,763,955.65	\$309,693.45	\$2,073,649.10
November	\$1,683,893.90	\$320,330.48	\$2,004,224.38
December	\$1,765,156.24	\$312,723.52	\$2,077,879.76
January	\$2,581,320.08	\$326,650.65	\$2,907,970.73
February	\$2,357,354.98	\$319,943.78	\$2,677,298.76
March	\$2,533,969.17	\$442,066.75	\$2,976,035.92
April	\$1,746,230.76	\$290,215.49	\$2,036,446.25
May	\$2,725,783.84	\$377,264.98	\$3,103,048.82
June	\$788,475.58	\$890,577.27	\$1,679,052.85
YTD	\$25,994,359.11	\$4,639,889.74	\$30,634,248.85

SOUTH SUBURBAN COLLEGE
South Holland, Illinois

	Revenues All Funds	Expenditures All Funds	Monthly Total
July	\$3,652,185.57	\$3,762,696.81	(\$110,511.24)
August	\$6,799,812.50	\$6,765,747.72	\$34,064.78
September	\$4,575,258.04	\$4,768,838.24	(\$193,580.20)
October	\$2,948,129.37	\$2,663,977.15	\$284,152.22
November	\$3,193,159.56	\$4,055,083.37	(\$861,923.81)
December	\$3,887,183.85	\$3,292,182.56	\$595,001.29
January	\$3,901,855.89	\$4,628,300.77	(\$726,444.88)
February	\$4,910,200.57	\$4,046,107.00	\$864,093.57
March	\$4,359,661.23	\$5,360,150.12	(\$1,000,488.89)
April	\$3,153,421.38	\$3,293,722.05	(\$140,300.67)
May	\$3,976,274.59	\$4,095,462.61	(\$119,188.02)
June	\$1,926,522.62	\$2,378,593.37	(\$452,070.75)
YTD	\$47,283,665.17	\$49,110,861.77	(\$1,827,196.60)

	Investment Total	Average Rate of Return	Basis Point Change from Last Month
July	\$13,317,248.51	2.10%	(15)
August	\$16,227,947.39	2.09%	(1)
September	\$14,124,023.56	2.01%	(8)
October	\$14,347,403.77	2.26%	25
November	\$9,895,292.95	2.21%	(5)
December	\$11,923,377.40	2.14%	(7)
January	\$9,444,725.59	2.24%	10
February	\$9,703,649.77	2.23%	(1)
March	\$16,507,052.64	2.25%	2
April	\$13,815,534.47	2.17%	(8)
May	\$12,037,190.99	2.13%	(4)
June	\$11,919,424.51	2.26%	13

SOUTH SUBURBAN COLLEGE

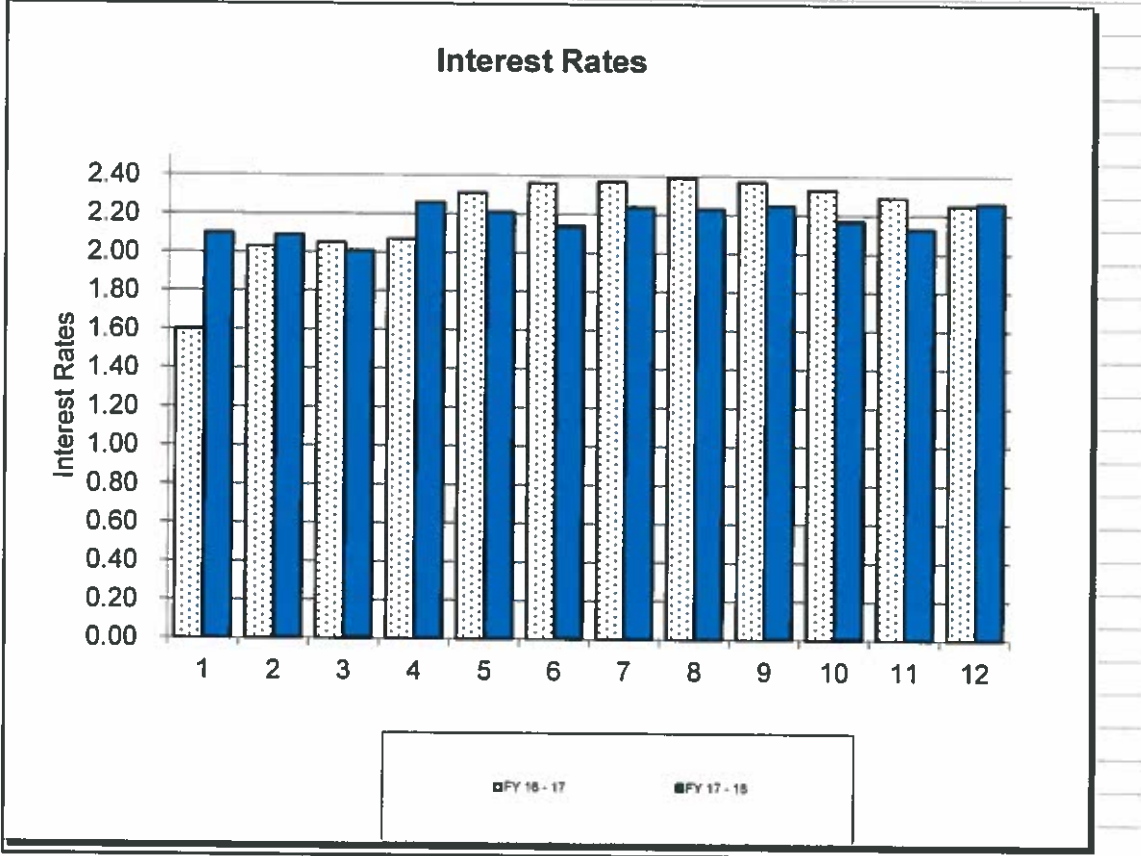
Description	Date	Fund 1 Educational	Fund 2 Opr. & Maint.	Fund 3 O&M Rst(300)	Fund 3 PH&S(379)
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,711,306.86	0.00	0.00	0.00
MB Financial Bond Interest		9,005.04	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		2,742,937.98	0.00	0.00	0.00
MB Contributory Trust		91.88	0.00	0.00	0.00
IIIT Money Market		4,299,594.12	0.00	0.00	0.00
MB Financial Money Market		248,970.00	0.00	0.00	0.00
Totals	6/1	12,011,938.67	0.00	0.00	0.00
Transactions:					
Illinois Funds MM Deposit from Comptroller	6/20	82,894.17			
Illinois Funds MM Deposit from Comptroller	6/20	21,588.33			
Illinois Funds MM Deposit from Comptroller	6/21	77,847.51			
Illinois Funds MM Deposit from Comptroller	6/21	80,041.67			
Illinois Funds MM Deposit from Comptroller	6/21	77,847.54			
Illinois Funds MM Deposit from Comptroller	6/21	80,041.63			
Illinois Funds MM Deposit from Comptroller	6/27	82,894.17			
Illinois Funds MM Deposit from Comptroller	6/27	21,588.33			
Transfer from IL Funds MM to MB Cash	6/27	(2,700,000.00)			
Interest on Illinois Funds MM	6/30	21,801.28			
Interest on IIIT funds	6/30	45,777.29			
Interest on MB Contributory Trust	6/30	1.16			
Transfer from MB Cash to MB MM	6/30	2,000,000.00			
Interest on MB accounts	6/30	15,162.76			
		11,919,424.51	0.00	0.00	0.00
Ending Balance:					
MB Financial		0.00	0.00	0.00	0.00
MB Financial		4,710,210.56	0.00	0.00	0.00
MB Financial Bond Interest		4,713.40	0.00	0.00	0.00
PMA/I S D L A F + = ISDMAX		32.79	0.00	0.00	0.00
PMA/I S D L A F + = Fixed Investment Accounts		0.00	0.00	0.00	0.00
Illinois Funds		589,482.61	0.00	0.00	0.00
MB Contributory Trust		92.91	0.00	0.00	0.00
IIIT Money Market		4,345,371.41	0.00	0.00	0.00
MB Financial Money Market		2,269,520.83	0.00	0.00	0.00
Totals	6/30	11,919,424.51	0.00	0.00	0.00

SOUTH SUBURBAN COLLEGE

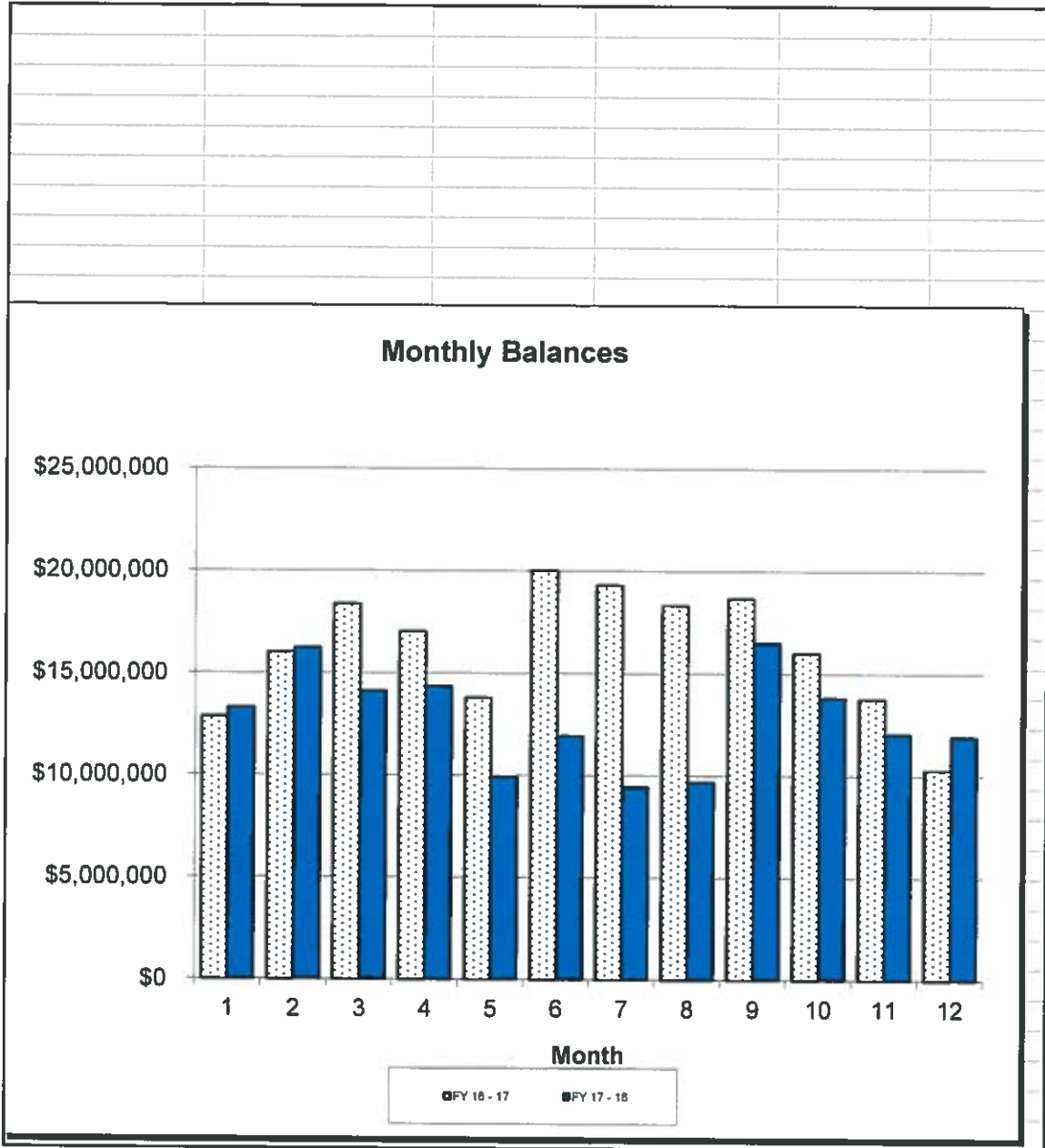
	Investment				
		Page 4	Page 6	Total	Percent to Total
10	U. S. Government Securities	0.00	0.00	0.00	0%
20	Time Deposits	1,985,102.90	0.00	1,985,102.90	17%
30	Commercial Paper	0.00	0.00	0.00	0%
40	Mutual Funds	0.00	0.00	0.00	0%
50	Illinois Funds	2,949,751.12	0.00	2,949,751.12	25%
60	Repurchase Agreements	0.00	0.00	0.00	0%
90	Other	6,984,570.49	0.00	6,984,570.49	59%
	Total	11,919,424.51	0.00	11,919,424.51	100%
	Average %	2.26			

South Suburban College

Investment Summary				
	F Y 2016 - 2017		F Y 2017 - 2018	
Month	Month End Balance	Percent Return	Month End Balance	Percent Return
July	\$12,857,745	1.60	\$13,317,249	2.10
August	16,019,990	2.03	16,227,947	2.09
September	18,366,749	2.05	14,124,024	2.01
October	17,018,830	2.07	14,347,404	2.26
November	13,780,694	2.31	9,895,293	2.21
December	20,017,795	2.36	11,923,377	2.14
January	19,304,224	2.37	9,444,726	2.24
February	18,331,621	2.39	9,703,650	2.23
March	18,664,543	2.37	16,507,053	2.25
April	16,006,391	2.33	13,815,534	2.17
May	13,765,935	2.29	12,037,191	2.13
June	10,285,748	2.25	11,919,425	2.26



South Suburban College





SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

Agenda Item FY19-VI.B

For Board Information in August, 2018.

For Board Action in August, 2018.

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

Paying the bills supports (Vision Statement Strategic Direction 2, SSC.2.17) to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Hereby authorize the Treasurer to pay the following list of bills:

Education Fund	\$2,576,917.34
Operation & Maintenance Fund	316,447.00
Operation & Maintenance Restricted Fund	291,472.68
Auxiliary Enterprise Fund	282,275.47
Restricted Funds	210,566.52
Audit	2,500.00
Special Levies Fund	252,978.91
Flex Plan Fund	<u>10,696.92</u>
Total	\$3,943,854.84

- * Are funds available in the budget? yes
- * Is this related to any previous Board action?
- * Specify above if matching funds are required.
- * Is this part of a large project requiring additional funds? (Explain) No
- * Attach supplemental information as necessary

APPROVALS

8/2/18
 Controller/Treasurer
8/2/18
 Vice-President
8/2/18
 President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.C

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Motion to approve the Tentative Operating and Non-Operating budgets for Fiscal year 2018/2019; publish notification of the Tentative budget, and to have the Tentative budget available for public inspection for thirty days. *Please note, the tentative Operating and Non-Operating will be provided under separate cover prior to the Board of Trustees meeting.*

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION


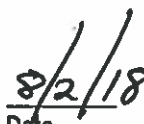

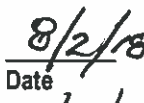
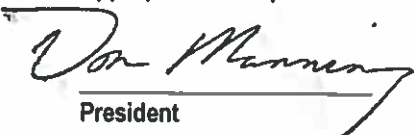

This action is necessary to comply with Illinois Community College Board and State requirements regarding the budget approval process. This action supports Vision Statement Strategic Direction 2, SSC.2.17 to continue to provide an efficient, transparent, and financially secure institution.

MOTION

Move that the Board of Trustees approve the adoption of the tentative Operating and Non-Operating budgets for Fiscal Year 2018/2019. *Please note, the tentative Operating and Non-Operating will be provided under separate cover prior to the Board of Trustees meeting.*

- * Are funds available in the budget? N/A
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain) No

Approvals:

 Originator	 Date
 Appropriate Vice President	 Date
 President	 Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.D

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Country Club Hills is requesting the extension of the Tax Increment Finance (TIF) District for the vacant property bounded by Cicero Avenue, I-80, and I-57, to promote economic growth in the College district.

ESTIMATED COST OR BENEFIT

JUSTIFICATION OF ACTION

College support is needed for the General Assembly to consider the TIF extension. This action supports the Strategic Plan Vision Statement.

MOTION

Move that the Board of Trustees support the extension of the Country Club Hills TIF District extension.

Approvals:

- * Are funds available in the budget? N/A
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain) No


 President

8/2/18
 Date

4200 Main Street
Country Club Hills, IL 60478

(708) 798-2616
Fax: (708) 798-7352



Frank M. Zuccarelli, Chairman
South Suburban College
15800 State Street
South Holland, Illinois 60473

Re: Country Club Hills TIF District Extension

Dear Chairman Zuccarelli:

In 2008, the City created a TIF District for the vacant property bounded by Cicero Avenue, I-80 and I-57. A developer bought 100 acres of property in the TIF District with the hopes of developing the property for an outlet mall. Then came the crash of 2008. No development has taken place during the past 10 years and the concept of a regional outlet mall is no longer feasible. However, there is renewed interest in this property in connection with the new economy of warehousing and logistics.

The problem is that under the law, the maximum term of the TIF District is 23 years and we have already lost 10 of those years because of the economic disruption. The state legislature allows for the extension of a TIF District by an additional 12 years from 23 to 35 in order to further economic development in a situation like ours. However, in order for the extension to be approved, legislative leadership requires that the local taxing bodies in the area formally support the extension by way of a formal Board vote of support. I would appreciate if you could present this request to your Board for consideration and hopefully a vote in support. I would be happy to appear before your Board to make a formal presentation and if you require any additional information, please contact me.

Thank you for your consideration.

Very truly yours,

A handwritten signature in black ink, appearing to read 'James W. Ford', written in a cursive style.

James W. Ford, Mayor



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VI.E

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

To accept the bid of the lowest qualified vendor for the printing of College publications.

ESTIMATED COST OR BENEFIT

\$60,804.00

JUSTIFICATION OF ACTION

The biannual college Viewbook and Continuing Education Schedule are critical to the promotion of SSC's credit and non-credit opportunities to residents of the community. The College also uses these publications as a source of information for current students. This action supports our Vision Statement and Community Engagement within the Strategic Plan.

MOTION

To accept the bids of Precise Printing, Glendale Heights, Illinois in the amount of \$60,804.00 for the printing of College publications utilizing the mail drop option.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain)

Approvals:

	7/26/18
Originator	Date
	7/26/18
Appropriate Dean/Vice President	Date
	8/2/18
President	Date



South Suburban College

"Our Mission is to **S**erve our **S**tudents and the **C**ommunity through lifelong learning."

MEMORANDUM

To: Don Manning
From: Marty Lareau
Date: July 25, 2018
Subject: Printing of College Publications

On July 12, 2018 we mailed requests for bids for the printing of College publications to thirty-two (32) vendors. Our legal requirement to advertise was satisfied through a notice placed in *The Chicago Tribune*. We had five (5) responses and a public bid opening was held on July 25, 2018 at 10:00 AM with the results being read aloud. A breakdown of the bids is attached.

The College has done business with the successful vendors and found all experiences to be satisfactory. We therefore, recommend acceptance of the bids from Precise Printing, Glendale Heights, Illinois in the amount of \$60,804.00 for the printing of College publications utilizing the mail drop option.

Printing of College Publications
 Bid Opening
 July 25, 2018

Vendor	Package A Spring View Book Printing Only	Package A Mail Drop Option Trucking	Package A Mail Drop Option Postage	Package A Mail Drop Option Total	Package B Spring Cont. Ed. Printing Only	Package B Mail Drop Option Trucking	Package B Mail Drop Option Postage	Package B Mail Drop Option Total
Blue Island Newspaper Harvey, Illinois	\$ 19,950.00	\$ 750.00	\$ 22,718.00	\$ 43,418.00	\$ 11,990.00	\$ 500.00	\$ 9,381.00	\$ 21,871.00
Creasy Printing Springfield, Illinois	\$ 34,195.00	Inc. *	\$ 18,130.00	\$ 52,325.00	N/B	N/B	N/B	N/B
Fineline Printing Indianapolis, Indiana	N/B	N/B	N/B	N/B	\$ 33,900.00	\$ 2,592.00	\$ 64,584.00	\$ 101,076.00
K.K. Steven Publishing Astoria, Illinois	N/B	N/B	N/B	N/B	\$ 11,762.04	Inc. *	\$ 8,881.00	\$ 20,643.04
Precise Printing Glendale Heights, Illinois	\$ 21,212.00	Inc. *	\$ 19,455.00	\$ 40,667.00	\$ 12,333.00	Inc. *	\$ 7,804.00	\$ 20,137.00
L= low vendor meeting specifications								
* trucking included in base bid								



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.A.1

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees accept the retirement of Marybeth Beno, full-time instructor in the Mathematics department, effective December 31, 2018, and grant permission to advertise to fill the vacated position, if needed.

ESTIMATED COST OR BENEFIT

Not applicable.

JUSTIFICATION OF ACTION

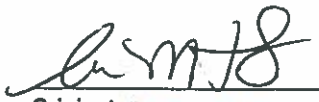
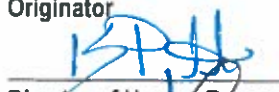

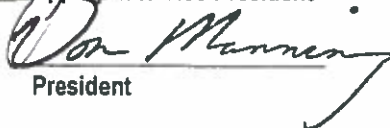
Please see the attached letter from Ms. Beno. Replacement of this position will assist in continuing to provide credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Request that the Board of Trustees accept the retirement of Marybeth Beno, full-time instructor in the Mathematics department, effective December 31, 2018, and grant permission to advertise to fill the vacated position, if needed.

Approvals:

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring No additional funds? (Explain)


 Originator 7/31/18
Date

 Director of Human Resources 8/2/18
Date

 Appropriate Vice President 8/1/18
Date

 President 8/2/18
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.A.2

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees accept the resignation of Denita Williams, Nursing Lab Supervisor, effective August 15, 2018, and grant permission to advertise to fill the vacated position, if needed.

ESTIMATED COST OR BENEFIT

Not applicable.

JUSTIFICATION OF ACTION

Please see the attached letter from Ms. Williams. Replacement of this position will assist in continuing to provide credit courses and associate degree programs for an academically prepared student body. (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Request that the Board of Trustees the resignation of Denita Williams, Nursing Lab Supervisor, effective August 15, 2018, and grant permission to advertise to fill the vacated position, if needed.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring No additional funds? (Explain)

Approvals:

	<u>8/1/2018</u>
Originator	Date
	<u>8/2/18</u>
Director of Human Resources	Date
	<u>8/1/18</u>
Appropriate Vice President	Date
	<u>8/2/18</u>
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

For Board Information in

For Board Action in August, 2018

BOARD COMMITTEE:

- Policy
- Finance
- Architectural
- Other

FUNDING:

- College Operating
- College Capital
- Protection, Health, and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint **Denise Castle** as a full-time tenure track nursing faculty in the Nursing Department, effective August 16, 2018.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule.

JUSTIFICATION OF ACTION

This is a mission critical position tied to either accreditation or recommendation from the approval agents. Filing this position is in direct alignment with (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees approve the appointment of **Denise Castle** as a full-time tenure track nursing faculty in the Nursing Department, effective August 16, 2018.

- * Are funds available in the budget? YES
- * Is this related to any previous Board action? YES
- * Specify above if matching funds are required.

* Is this part of a large project requiring additional funds? (Explain) _____

* Attach supplemental information as necessary

APPROVALS

[Handwritten Signature] 7/6/2018

Originator

[Handwritten Signature] 8/2/18

Director of Human Resources

[Handwritten Signature] 8/1/18

Appropriate Vice President

[Handwritten Signature] 8/2/18

President



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.2

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

FUNDING

- Operating
- College Capital
- Protection, Health and Safety
- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint **Ms. Kimberly Marks** as the full-time Radiologic Technology Program Clinical Coordinator in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule

JUSTIFICATION OF ACTION

This is a mission critical position tied to either accreditation or recommendation from the approval agents. Filling this position is in direct alignment with (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees appoint **Ms. Kimberly Marks** as the full-time Radiologic Technology Program Clinical Coordinator in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

Approvals:

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring No additional funds? (Explain)

	<u>7/31/18</u>
Originator	Date
	<u>8/2/18</u>
Director of Human Resources	Date
	<u>8/1/18</u>
Appropriate Vice President	Date
	<u>8/2/18</u>
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.3

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint **Mr. John McGreevy** as the full-time **Radiologic Technology Program Coordinator** in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule

JUSTIFICATION OF ACTION


This is a mission critical position tied to either accreditation or recommendation from the approval agents. Filling this position is in direct alignment with **(Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)**


MOTION

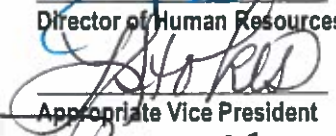
Move that the Board of Trustees **Mr. John McGreevy** as the full-time **Radiologic Technology Program Coordinator** in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

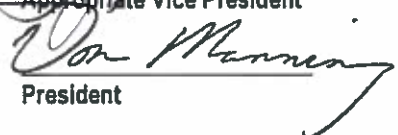
Approvals:

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain) No


Originator 7/31/18
Date


Director of Human Resources 8/2/18
Date


Appropriate Vice President 8/1/18
Date


President 8/2/18
Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.4

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint Dr. Dectric Fletcher as the **Medical Assistant/Phlebotomy Clinical Coordinator** in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

ESTIMATED COST OR BENEFIT

As placed on the faculty salary schedule

JUSTIFICATION OF ACTION

This is a mission critical position tied to either accreditation or recommendation from the approval agents. Filling this position is in direct alignment with (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees appoint Dr. Dectric Fletcher as the **Medical Assistant/Phlebotomy Clinical Coordinator** in the Allied Health Department, pending the successful completion of a background check, effective August 16, 2018.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring No additional funds? (Explain)

Approvals:

	7/31/18
Originator	Date
	8/2/18
Director of Human Resources	Date
	8/1/18
Appropriate Vice President	Date
	8/2/18
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.5

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

FUNDING

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Request that the Board of Trustees appoint **Mr. Patrick Rush** as the full-time **Executive Director of Public Relations & Resource Development**, pending the successful completion of a background check, effective August 20, 2018.

ESTIMATED COST OR BENEFIT

\$97,000 per year plus benefits

JUSTIFICATION OF ACTION

Filling this position is in direct alignment with (Strategic Direction # 2 - Student Success and Completion, Goal - SSC 2.1)

MOTION

Move that the Board of Trustees appoint **Mr. Patrick Rush** as the full-time **Executive Director of Public Relations & Resource Development**, pending the successful completion of a background check, effective August 20, 2018.

Approvals:

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring No additional funds? (Explain)

<i>Don Manning</i>	<u>8/2/18</u>
Originator	Date
<i>Kim Ryattuk</i>	<u>8/2/18</u>
Director of Human Resources	Date
<i>L. Stokes</i>	<u>8/2/18</u>
Appropriate Vice President	Date
<i>Don Manning</i>	_____
President	Date



SOUTH SUBURBAN COLLEGE BOARD AGENDA REQUEST

ITEM: FY19-VII.B.6

Board Meeting Date: August 9, 2018

BOARD COMMITTEE

- Policy
- Finance
- Architectural
- Other

- Operating
- College Capital
- Protection, Health and Safety

FUNDING

- Grant Funded
- Student Life
- Special Levies

PROPOSAL SUMMARY

Move that the Board of Trustees appoint Phil Aratri as the Supervisor of Physical Plant Night Operations in the Physical Plant Department, effective August 13, 2018, pending successful completion of a criminal background investigation.

ESTIMATED COST OR BENEFIT

This position is a regular full-time TPE (Technical Professional Exempt position), 40 hours a week, 52 weeks per year, with an annual beginning salary of \$42,733.

JUSTIFICATION OF ACTION

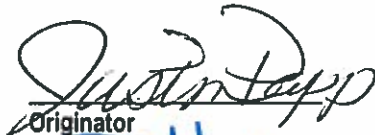

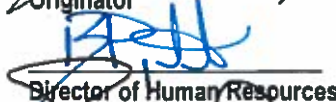

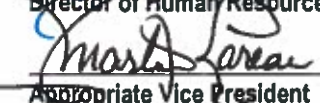
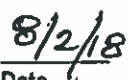
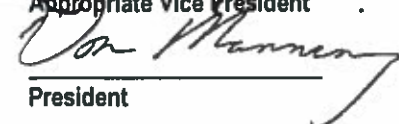

This action supports Strategic Direction #2, SSC.2.21: to provide an attractive, safe, healthy, and welcoming learning environment for all students.

MOTION

Move that the Board of Trustees appoint Phil Aratri as the Supervisor of Physical Plant Night Operations in the Physical Plant Department, effective August 13, 2018, pending successful completion of a criminal background investigation.

- * Are funds available in the budget? Yes
- * Is this related to any previous Board action? No
- * Is this part of a large project requiring additional funds? (Explain) No

Approvals:

 Originator	 Date
 Director of Human Resources	 Date
 Appropriate Vice President	 Date
 President	 Date